



**CITY OF LAREDO  
PUBLIC INFORMATION REQUEST  
ESTIMATED CHARGES FORM**

**TO: Alexander Cartwright**

**RE: ORR# W010469-092018**

We are in receipt of your request for public information and have determined that the charges to comply will exceed \$40.00. Therefore, this statement is provided pursuant to Tex. Gov. Code §552.2615. Costs are determined by the Tex. Admin. Code §70.3.

Standard Paper Copy \$0.10 p/ page for requests of more than 50	482 Pages X \$0.10 ea = \$48.20 Regarding Citizen complaints
Non-standard Copy \$0.50 p/page for other paper except specialty ( Such as greenbar, 11x17, bluebar, etc.)	
Specialty Paper \$5.00 p/page for mylar, blueprint, blueline, map, photo, construction, design or similar	
Labor Charge, \$15.00 per hour (actual costs of locating, compiling, manipulating and reproducing public information)	4 Hours Labor X \$15.00 per hr = \$60.00
Overhead, applicable when there is a labor charge (20% of labor and/or programming)	
Other (Postage, copies modified for inspection, microfiche, etc.)	
<b>Estimated Total</b> <b>Required Deposit</b>	<b>\$108.20</b> <b>\$54.10</b>

Your request will be considered withdrawn if *you do not notify us in writing within (10) ten business days from the date of this statement* that you either: (1) accept the charges; (2) modify your request for inspection; or (3) have sent a complaint to the Texas AG alleging you have been overcharged.

**Prepared by: San Juanita Mier**

**Date: 09/20/18**

I have reviewed the estimated charges associated with my request for public information and hereby: (please circle) **accept the charges and agree to pay within thirty days of receiving the information, modify my request to inspection of the documents, or object to the charges.**

There may be less costly methods to obtain the information, such as inspection. You may inquire about such alternative methods by contacting our office at the phone number listed below.

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Please know that no work will be undertaken until we receive your written response to this statement.**

**Estimated time for completion of request will be approximately two weeks, upon acceptance of charges.**

*Please respond in writing to:*

*Laredo Police Department, Lt. Luis Martinez, 4712 Maher Ave. Laredo, Texas 78041, Telephone: (956) 795-2866*

*Fax: (956) 795-3120, or E-mail: [lmartinez3@ci.laredo.tx.us](mailto:lmartinez3@ci.laredo.tx.us)*